



# TLC Times



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Business Writing and  
Grammar Skills  
\$297  
12-13 Jan  
Columbus, GA

Pre-Retirement  
13 Jan (CSRS)  
14 Jan (FERS)  
\$99  
Ft. Benning, GA

Coaching, Mentoring  
And Team Building  
20-21 Jan  
\$297  
Columbia, SC

Microsoft Excel 2000  
Level 1  
19 Jan  
\$113  
Columbia, SC

Getting Started with  
FERS  
9 Feb  
\$99  
Ft. Jackson, SC

Mid Career  
10 Feb (CSRS)  
11 Feb (FERS)  
\$99  
Ft. Jackson, SC

Pre-Retirement  
12 Feb (CSRS)  
13 Feb (FERS)  
\$99  
Ft. Jackson, SC

Civilian Travel  
Regulations (TDY)  
18-19 Feb  
\$300  
Ft. Benning, GA



**Seasons Greetings from the TLC Staff**

*There's no time like the holidays for remembering special friends like you. We wish you the best of the holiday season and the New Year 2004.*

**Front Row Left to Right: Debbie Brown, Heidi Collier, Marsha Samples, Pat Biltoft, Diane Rohman, Louise Olszewski. Back Row Left to Right: Gary Stallion, Carol Brigance, John Bentley, Steve Funderburk, and Bill Albert.**

TLC Team Member	Serviced Organization
Marsha Samples 256 842-6543	Fort Eustis, Fort Jackson, Fort Monroe, Sunny Point
Steve Funderburk 256 842-6641	Fort Benning
Louise Olszewski 256 842-6540	Fort Rucker, Anniston Army Depot, Fort Gordon, Fort Lee
Linda Burnette 256 842-6533	Fort Bragg, Fort Polk, Fort Stewart, Fort McPherson <u>CE Sites:</u> Jacksonville, Savannah, Mobile, Wilmington, Atlanta/Charleston
Heidi Collier 256 842-6554	
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Pat Biltoft 256 313-0818	Chief, Human Resources Development Division Training Policy, Regulations and Program Review
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Bill Albert 256 842-6587	

**Don't be caught out in the cold!  
Remember, we are here to assist  
you in all your employee  
development programs.**

